

**MORRIS FARM COMMUNITY ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
Thursday, September 19, 2013
Hampton Inn
7300 Atlas Walk Way, Gainesville, VA**

In Attendance:

Jeff Benson – President
Dana Alexy – Vice President
Jonathan Cantania - Treasurer
Victoria Swanson – Secretary
Dave Jones – Director at Large

Also Present:

Kelly Lang – Community Manager, Legum & Norman, Inc.
Hillary Lape – Regional Director, Legum & Norman
Charie Carter – Recording Secretary, Legum & Norman
15 homeowner(s)

1. CALL TO ORDER

President, Jeff Benson called the meeting to order at 7:13 p.m.

2. ESTABLISHMENT OF QUORUM

Secretary, Victoria Swanson, certified a quorum was established with 11.5% of owners represented either in person or by proxy.

3. PROOF OF NOTICE

Ms. Victoria Swanson certified the annual meeting notice was mailed to all owners of record via first class mail in accordance with the Governing Documents. (Copy attached)

4. APPROVAL OF PRIOR ANNUAL MEETING MINUTES

Ms. Amy Bennett motioned to waive the reading of the 2011 annual meeting minutes and approve the minutes as submitted. Ms. Jennifer Algorri seconded the motion and the motion was unanimously approved.

5. ELECTION

Mr. Jeff Benson announced there is one Board position available for a three year term. There are two candidates running, Jonathan Cantania (current Board Treasurer) and Aldo Vega (a member of the Grounds Committee). Both candidates gave a short speech of their background along with why they would like to serve on the Meadows at Morris Farm Board of Directors.

6. NOMINATIONS FROM THE FLOOR

Mr. Jeff Benson opened the floor for additional nominations. There were no nominations made from the floor.

7. INSPECTORS OF ELECTION

Mr. Jeff Benson called for three Inspectors of Election to assist with counting of the votes. The

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following owners volunteered as Inspectors of Election.

- Laurie Corcoran
- Mark Jones
- Jonathan Carter

Ms. Amy Bennett made a motion to approve the Inspectors of Election. Ms. Jennifer Algorri seconded the motion and it was unanimously approved.

8. MANAGEMENT REPORT

Ms. Hillary Lape reported as of September 30, 2013 the association closed with \$200,000 in operating cash and \$55,114 in delinquencies. A healthy delinquency rate is 3% or below and the association currently is at 8%. Management, the Board of Directors and legal counsel will be working to monitor and collect the unpaid assessments. There are a total of 133 delinquent accounts, which include all small balances and a total 32 accounts in legal counsel. The reserve funding balance closed at \$444,400 and is fully supported by money market and a CD purchased by the association with a total in excess of \$700,000. The owner's equity as of September 30th is \$139,755 or 20%.

The proposed 2014 Budget is being reviewed by the Board of Directors which reflects a no increase in monthly assessments. The Board of Directors has changed the budget from a fiscal year budget to a calendar year. New coupon booklets for the 2014 year will be sent out in December and temporary coupons for the months of November and December will be sent out within the next week. Per the direction of the Board, Management will not be assessing late fees for the month of November.

Ms. Lape presented an overview of Covenant Violations from the months of June through October.

- 160 trash can violations
- 122 Lawn violations
- 6 mailbox violations
- 1 basketball violation
- 1 commercial vehicle

9. PRESIDENT REPORT

Mr. Jeff Benson presented a list of the 2013 accomplishments:

- Totlot Mulch
- Pressure Washing
- MMF Website
- Home Type Audit
- Reserve Study
- Fiscal Year Change
- Successful Activities

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Mr. Benson then presented a list of upcoming projects:

- New pool pass system
- Revised pool rules
- Pool deck area enhancements
- Shade structure for totlot near the pool
- Reviewing park deck structure enhancements
- Investment plan/broker
- Re-tiling of pool
- Landscape enhancements including turf renovation

Mr. Benson provided a list of the following services provided by Management at no cost:

- The cost of reserving the Hampton Inn meeting room for three months, a \$450 value.
- Legum & Norman executive presence at 6 meetings. A cost of \$3,000.
- Provided staff for the pool opening weekend to process pool passes. A value of \$2,400.
- Participating in the 4th of July parade, to include an appearance by Scout, the Associa Supports Kids Mascot.

10. OPEN FORUM

A homeowner asked for a point of contact to email in regards to questions and concerns .Mr. Jeff Benson informed residents to direct questions and concerns to Kelly Lang, Community Manager.

Ms. Amy Beckett asked for a list of covenants and forms to be placed on the upcoming association website for easy access to all owners who would like to make modifications to their homes.

Ms. Amy Beckett brought to attention the issue of street parking on Yellow Hammer Dr. and the parked cars causing a safety hazard with not enough room for any vehicles especially, emergency vehicles, to be able to make its way through.

Mr. Aldo Vega thanked Kelly Lang for her continued assistance.

11. NEW BUSINESS

Ms. Kelly Lang stated the broken playground slide will be wrapped and unavailable for use until the new slide is put in place. The slide is being replaced at no cost as it is under warranty.

Ms. Dana Alexy stated there have been numerous vandalisms throughout the association and it has become a significant cost. She encouraged any residents who see suspicious activity or vandalizing of the property to please contact authorities immediately.

12. ELECTION RESULTS

Ms. Victoria Swanson presented the election results with Mr. Jonathan Catania obtaining the greatest number of votes. Mr. Catania will continue to serve on the MMF Board of Directors for a three year term.

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13. ADJOURNMENT:

With no further business the 2013 Annual Meeting was adjourned at 7:51 p.m.

Respectfully Submitted
Charie Carter, Recording Secretary (L&N)